

## **NOTIFICATION TO COUNTY MAYOR OF COMMITTEE MEETING BY MEMBERS OF MAURY COUNTY COMMISSION**

The Budget Committee met on Tuesday, July 15th, 2014, at 4:30 p.m., in the Maury County Tom Primm County Commission Room with the following Committee Members present:

JOHN GOODLOE, RICKY SIMS, KIM WILLIS, SONNY SHACKELFORD, ANDY WILHOITE, TOMMY WOLAVER

OTHERS PRESENT: Gerald Adkison, Jim Bailey, Talvin Barner, June Beckum, Davis Burkhalter, Scott Cepicky, Jerry Dickey, Andy Jackson, Steve Konz, Lucy Ledbetter, Sandy McLain, Don Morrow, Kelly Powell, William Roddy, Mike Singleton, Gary Stovall, Debbie Turner, Judy Vick, Theresa Weber, Linda Whiteside, and Media.

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### **MINUTES OF MEETING**

#### **I. CALL TO ORDER:**

Chairman Goodloe called the meeting to order and stated "The full committee is present."

#### **II. OPENING PRAYER:**

Commissioner Barner offered the opening prayer.

#### **III. REVIEW & APPROVAL OF MEETING AGENDA:**

Commissioner Willis made a motion to approve the agenda, Seconded by Commissioner Sims. All in favor, Motion Approved.

#### **IV. REVIEW & APPROVAL OF MINUTES FROM PREVIOUS MEETING(S):**

- A. Special Called Budget Committee Meeting, Tuesday, May 22, 2014.
- B. Special Called Budget Committee Meeting, Tuesday, May 29, 2014.
- C. Regular Budget Committee Meeting, Tuesday, June 10, 2014.
- D. Special Called Budget Committee Meeting, Tuesday, June 10, 2014.

Commission Sims made a motion to approve all minutes at once, Seconded by Commissioner Wolaver. All in favor, Motion Approved.

#### **V. COUNTY MAYOR REPORT:**

Mayor Jim Bailey was present and stated "I have no special items to report, but if anyone has any questions I am happy to answer them."

#### **VI. FINANCIAL REPORTS:**

- A. Investment Report- Budget Director Weber submitted the Investment Report and asked if there were any questions. (See Attachment)

- B. Sales Tax Report-** Budget Director Weber submitted the Sales Tax Report. She stated “These numbers are always a month behind based on the timing of when we receive the letter from the Tennessee Department of Revenue.” Mayor Bailey stated that he received the letter just today and the numbers look good.
- C. Revenue and Expenditure Reports-** Budget Director Weber submitted the Revenue and Expenditure Report.
- D. Cash Report-** Budget Director Weber submitted the Cash Report. (See Attached)
- E. Payroll - Overtime, Holiday, Excess Pay and Comp Time Report:** Budget Director Weber submitted the reports, stated that payroll is currently within budget and asked if there were any questions.

## **VII. PURCHASING:**

Purchasing Director Buddy Harlan submitted the purchasing reports. Director Harlan stated that the information is in the packet and he would be happy to answer questions if there are any.

- A. Completed Bids-** Purchasing Agent Harlan submitted the report. (See Attachment)
- B. Schedule Bid Opening-** Purchasing Agent Harlan submitted the report. (See Attachment) Commissioner Roddy asked, “When Maury County bids out the metal do we include all kinds of metal? Director Harlan answered yes. Commissioner Roddy then said “We got a problem, thank you sir.”
- C. Gov-Deals-** Purchasing Agent Harlan submitted the report. (See Attachment)
- D. Capital Expenditure Report-** Purchasing Agent Harlan submitted the report. (See Attached)

Commissioner Cepicky stated that the bid came in really high for the county’s new maintenance shop. He asked, “Did Maury County arrange the swap of the city?” Director Harlan said it did not. Commissioner Burkhalter asked if the project of the Highway Department roof was postponed because the costs were way over what was budgeted. Director Harlan answered yes. Commissioner Burkhalter asked what would happen to the \$10,000 put into the budget for the roof. Director Harlan stated it would roll into the 189 Fund. Commissioner Burkhalter asked if the roof on the Senior Citizens Building was having the same issues. Director Harlan answered yes. Commissioner Burkhalter then asked about the status of the Sheriff’s patrol cars and he wanted to know how close the job was to being done. Director Harlan stated they are painting and adding equipment to the last three vehicles. Commissioner Burkhalter asked if we would have enough money to make it through the project. Director Harlan answered yes. Commissioner Burkhalter asked if the \$30,000 spent on the Solid Waste convenience center upgrade was for paving. Director Harlan answered that the \$30,000 was for building repairs, fencing, or concrete pads. Director Harlan stated it was routine maintenance. Commissioner Jackson

asked if the sealing that was added to roof of 1 Public Square was holding up well. Director Harlan answered “Yes and it will last longer. Director Harlan recommends that it is the best option for repairing roofs because it lasts the longest, it has energy saving characteristics, and it is easy to maintain.”

#### **VIII. DELEGATIONS:**

- a. Interim Director of the Center of Hope Tracy Cook wanted to speak towards the allocation of the Victims’ Assistance Fund. She requested that the commission leave the splitting of the Victims’ Assistance Fund the same way it has been done the last three years. She stated that if it is changed to 1/3 a piece then she would receive \$10,000 less than normal to fund her non-profit activities within the Center of Hope. Director Cook then stated that it was unrestricted money and that would help them because most of their grants are restricted funds that have to be used for certain reasons. She requests that the distribution of the Victims’ Assistance Fund keep allocating 50% to the Center of Hope.

#### **IX. RESOLUTIONS:**

- a. **Res. No. 07-14-22-** Resolution to Accept Contract with the State of Tennessee Department of Mental health and Developmental Disabilities Regarding Payment for Mental Health Evaluation and Treatment Services for Criminal Defendants Charged with Misdemeanors  
Motion by Commissioner Sims and Second by Commissioner Wolaver, no discussion  
Motion Carried
- b. **Res. No. 07-14-23** Resolution Ratifying General Sessions Judges'  
Recommendation of Judicial Commissioners- Full Time: Terry Brewer and Kenny Lovett Part-Time: Amy Claiborne, Bernard Burns, and Rodney Shoke  
Motion by Commissioner Wilhoite and Second by Commissioner Sims, no discussion  
Motion Carried
- c. **Res. No. 07-14-24** Resolution Regarding Sale of Delinquent Tax Sale Property Located at Tax Map 171 Parcel 120.00, Tax Map 133H Group D Parcel 25.01, and Tax Map 133H Group G Parcel 002.00  
Motion by Commissioner Wolaver second by Commissioner Willis.  
Commissioner Roddy asked Director Harlan to explain the bidding process of the properties. Director Harlan said “Once the properties have gone through the court system and are awarded to the county we conduct a sealed bid invitation. At that point I try to contact all of the property owners that are around the property for sale. I have a list of people that stop by from time to time that are looking for property and wish to be notified about it. I put out the letter to all of these individuals. There were 10 parcels in this bid invitation and he got a bid on one of them from an adjoining property owner. If any of the adjoining property owners meet the minimum bid Maury County sells it to them. If it doesn’t meet the bid the properties hold up until someone comes and asks Maury County if we have any property for sale. This resolution has been brought up to the commission because the gentleman asking to buy the property has offered less than the minimum bid

price. Commissioner Roddy asked Director Harlan “Who sets the minimum bid price?” Director Harlan responded that, “The minimum bid is based off of the amount that the taxes are sold for” Commissioner Roddy then asked, “Is Maury County required to advertise these properties in the paper?” Director Harlan answered, “No, but I am required to post it in the courthouse five days before the bid.”

Motion Carried

- d. **Res. No. 07-14-25** Resolution Making Appropriations to Non-Profit Charitable and Civic Organizations of Maury County, Tennessee for the Fiscal Year Beginning July 1, 2014 and Ending June 30, 2015  
Motion by Commissioner Sims second by Commissioner Wolaver  
Motion Carried
- e. **Res. No. 07-14-26** Resolution to Approve School Fund/Food Service Budget for the Fiscal Year Beginning July 1, 2014 and Ending June 30, 2015  
Motion by Commissioner Wilhoite second by Commissioner Shackelford  
Commissioner Shackelford asked County Attorney Daniel Murphy if we usually take these resolutions separately. Attorney Murphy answered no.  
Motion Carried
- f. **Res. No. 07-14-27** Resolution Making Appropriations for the Various funds, Departments, Institutions, Offices, and Agencies of Maury County, Tennessee for the Fiscal Year Beginning July 1, 2014 and Ending June 30, 2015  
Motion by Commissioner Sims second by Commissioner Wolaver  
Commissioner Cepicky asked Budget Director Theresa Weber if she had included the two new employees she had requested into the budget. Director Weber answered yes. Commissioner Cepicky said, “Before she requested the two new positions Maury County allocated \$10,000 of overtime for the Accounts and Budgets Department, and to this day she has only used \$2,734. Why do we still need the \$10,000 in extra overtime then?” Director Weber answered, “The reason that I asked for the two extra positions is because the last administration let go of 2 people because they thought they were going to do ADP Payroll systems. I am down two people. I am making my own copies, working many hours, and we need to get some scanning done. Luckily for our department our two A/P girls were willing to help us catch up on scanning. Our payroll department now has added insurance responsibilities that we have taken on. This is why I am requesting two more people. I’m not saying I’m going to hire them right away, but I would like to get at least one in and see where we are at.” Commissioner Cepicky asked if Director Weber is adding 80 hours a week with two more people, then why does she still need the \$10,000 in overtime? Director Weber said “I don’t know if I am going to get the two people. If I don’t get the people then I will need the \$10,000. I was trying to cover myself. I want to make sure I have the right amount of people or time to do the work.” Commissioner Beckum stated “These are projected numbers, but just because Maury County has the money in their budget doesn’t mean they will spend it all. They are trying to budget to where the department is covered no matter what happens. They have to prepare us for what may or may not happen. I know departments turn in thousands of dollars at the end of the year.” Commissioner Cepicky asked if the 151 fund included the borrowing figures that

Commissioner Sims proposed last meeting. Director Weber answered yes. Commissioner Cepicky asked in what form the borrowing is represented as. Director Weber stated it is reflected as a bond. Commissioner asked if the bond can be paid off early. Director Weber said she can request it. Commissioner Cepicky asked if the Budget Department had a breakout of the bond with the rate, payment, principal, and amortization schedule. Director Weber said "We are in the early stages right now and we have worksheets, but we still have to get approval from the comptroller's office. The interest rate in the budget is planned at 4% to be conservative. Commissioner Cepicky asked which fund it would be paid out of. Director Weber stated the 151 Fund. Commissioner Cepicky asked if Maury County is paying the money back in ten equal payments or will it be a back loading bond or an interest first bond. Director Weber stated "Let me pull the information up. I was given an amortization schedule by CTAS... We will be paying \$600,000 of the principle in the first year and it increases up to \$1,200,000 in the middle of paying off the bond and then decreases back down, but Maury County will never pay less than \$600,000 of principle during the life of the bond." Commissioner Cepicky asked if the self-funded portion of Whitthorne Middle School was included in budget. Director Weber said, "Not the 14-15 Budget. Commissioner Cepicky asked if he could see the \$4,700,000 to fix Whitthorne Middle School line itemed out so he could see exactly what Maury County is fixing. Director Weber stated that information was included in the self-funding packet the commissioners received from Trane. Commissioner Burkhalter asked if the money in the 151 fund will cover the energy audit. Director Weber said, "No, this is totally separate from the \$10,000,000. Trane has agreed to help us with the \$400,000 through self-funding. Commissioner Burkhalter asked if this budget included the raises for county employees and at what percent. Director Weber answered yes and it is at 3%. Commissioner Shackelford asked Director Weber if the current debt bar included on her sheet included the current borrowing that we are going to make. Director Weber stated she believes that it is, but it was sent to her by CTAS in order to support that we could borrow \$10,000,000 without raising taxes. Commissioner Shackelford asked if proportionally the revenues from pennies will be about the same as they were for the 13-14 budgets. Director Weber answered yes, but they will be a little higher because of the property taxes went up from 2.597 to 2.62. Commissioner Shackelford asked for an amortization schedule. Director Weber said, "I can email it to you right now, and the schedule is a projection from CTAS." Commissioner Shackelford asked if Maury County was still using Trane for the issues with the courthouse and Whitthorne Middle School. Director Weber answered yes. Commissioner Shackelford asked which line item the money was coming out of for the Center of Hope, The Family Center, and CASA. Chairman Goodloe answered, "Victims' Assistance" Attorney Murphy stated that he would have to make a separate resolution to change the allocation percentages out of the victims' assistance line item, and he stated the matter tonight is only to give that money out to the non-profit organizations. Attorney Murphy stated he could have that resolution ready for the Full Commission meeting on Monday. Commissioner Burkhalter stated that the deficit he has for the 14-15 budget in the 151 Fund is \$1,268,045. Is that correct? Director Weber stated

yes, but that includes our payments for borrowing the \$10,000,000. Director Weber stated that to compare this budget to last year's you would take out the payments for borrowing that equals a \$496,000 deficit, and she thinks this is much better than last year in which we passed a deficit budget of approximately \$800,000. Burkhalter asked if the other funds for the 13-14 budgets produced an overage of around \$1,300,000. Director Weber answered yes, but I have transactions left to do before I close the books. Commissioner Jackson recommends the commission leave the Victims' Assistance Fund the way it is for now and this will give the Center of Hope a year to be ready for the change. Commissioner Cepicky asked Director Weber to reaffirm the option C borrowing plan for him so that he could be on the same page. Director Weber informed him. Motion Carried

- g. Res. No. 07-14-28** Resolution Fixing the Tax Levy in Maury County, Tennessee for the Fiscal year beginning July 1, 2014  
Motion by Commissioner Sims and second by Commissioner Wolaver  
Commissioner Sims asked if the rate should be relatively flat. Director Weber answered yes.
- h. Res. No. 07-14-29** Initial Resolution Authorizing the Issuance of not to Exceed Nine Million Dollars (\$9,000,000) of General Obligation Bonds of Maury County, Tennessee  
Motion by Commissioner Willis second by Commissioner Wilhoite  
Commissioner Shackelford asked why the resolution included acquisition of land in the wording. Director Weber stated that Stephens Inc. came up with that wording. Attorney Murphy stated that his recommendation would be to leave that in there because if you don't include it and one day you need to buy a small piece of property for an easement or something you would have it. He stated it doesn't hurt anything to have it in there and you don't have to buy land if it is in there it is just to include it just in case Maury County would need land for the project. Commissioner Shackelford asked what was included in the \$4,700,000 for fixing Whitthorne Middle School. Director Weber said it was HVAC.  
Motion Carried

**X. New Business:**

- a.** Transfer of the surplus vehicle from the Sheriff's Department to OEM department  
Motion by Commissioner Wolaver Second by Commissioner Sims  
Motion Carried.
- b.** Out of town Travel- Motion by Commissioner Wolaver Second by Commissioner Sims, Motion Carried
- c.** Commissioner Cepicky asked about Cherry Glen and why we don't rescind that resolution and use that \$400,000 towards the \$703,700 we are taking out of fund balance to pay for maintenance. Commissioner Wolaver stated there is movement on the Cherry Glen project so it isn't an option yet. Commissioner Cepicky asked if the fire hall was going to present tonight. Chairman Goodloe answered no.

**XI. Adjournment:**

Chairman John Goodloe

X. John B. Goodloe

Mayor Jim Bailey

X. James L. Bailey